

DUNDEE MIS MOT

This evaluation tool is modelled on the MIICE materials (Measuring the Impact of ICT on Children's Education) and is aimed at promoting the most effective use of MIS systems and data.

The Management Information Systems in Dundee are:

- **Seemis Click and Go** for Administration in schools eg Attendance, Reporting, behaviour monitoring, target setting and tracking.
- **Seemis Vision** for SMT in schools and central staff to see overall school statistics for attendance and attainment for all schools
- **Seemis ScotXed** for collating schools ScotXed collections
- **Support for Pupils** for all resources used to support pupils - IEPs, CSPs, Attendance Referrals to SCSS, DEPS, PSHV, Placing Requests, Free School Meals, Clothing Grants, Looked After, Options and Alternative Placements, ASN information, Bilingual Information, Multi Sensory Information, Disability information
- **CPD Online** for booking courses and keeping CPD records and statistics
- **SIP Online** for writing school, department and authority improvement plans and carrying out Self Evaluations using the HGIOS and INEA indicators.
- **Education Department Visits** is used by EDS and Tayside House staff to record support given to Schools
- **Client Tracking System** is available for restricted users to see shared information across a number of departments
- **Practicum** for enabling Teacher Education Institutions to see how many student places are available in schools

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MIICE – Summary of outcomes and components

Group 1 – relating to the abilities and attitudes of users			Low ↔ High					
Quality Indicators	Themes	1	2	3	4	5	6	
2	Skills development	Effective and responsible use of MIS by all staff						
		Teachers ability to carry out attendance recording and complete Reports to Parents						
		Ability to produce Management information to assist with decision making eg Attendance & Exclusion, attainment, progress, roll, behaviour monitoring, equality monitoring, IEP, CSP, FSM, Looked after reports						
3	Managing and manipulating digital information	Ability to extract information from MIS in a variety of forms including text and graphical objects						
4	Shared planning/ Organisation	Teachers know how to access Management information relevant to them						
		PTs know how to access Management information relevant to them						
		SMT know how to access Management information relevant to them						
		Pastoral Staff know how to access Management information relevant to them						
		Office Staff know how to access Management information relevant to them						
5	Investigatory skills	All staff know how to access help when using MIS						
		All staff are aware of the breadth of all possible uses of MIS						
6	Shared development	New uses of MIS are implemented in a systematic manner ensuring shared goals and understanding						
7	Motivation to use MIS systems	The MIS system gives all the management information required						
		Where MIS system does not provide information staff know the procedures for requesting enhancements						
		SMT know their representative on MIS Implementation group						

Group 2 – relating to the management of learning			Low ↔ High					
Quality Indicators	Themes	1	2	3	4	5	6	
8	Enhancing learning outcomes	School uses MIS for target setting and tracking						
		School encourages development of positive attitudes in relation to MIS						
9	Quality of outcomes	School uses MIS to follow a pupils progress and report to parents						
		School uses MIS for Dept and School development planning						
		School uses Mini Stacs and STACS to monitor whole school progress						
		All staff are aware of online plans and use them as working documents eg SIP and IEPs						
10	Self esteem/confidence	Staff are encouraged to use CPD online and attend CPD						
		Staff use CPD plans and Staff Development and Review forms online						
		Staff use self evaluation with SIP to assess the school and the dept.						

Circle whether Teaching/Pastoral/Support Staff/SMT/PT

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MIS issues requiring urgent attention

Next steps